

April Moye

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Authorized to work in the US for any employer

Work Experience

Adoption Social Worker

Bethanna - Southampton, PA
July 2016 to September 2017

- Responsible for services to both foster families adopting their foster children and adoptive families who are waiting to be matched with a child.
- Provides case management and supportive counseling services to adoptive/pre-adoptive families and foster children in their assigned caseload.
- Provide orientation, home studies and ongoing training and support groups for adopting families.
- Provide matching services and supervision after the placement of a child for adoption and also provide extensive child profiles for foster children whose goal is adoption.

Truancy Case Manager

Lutheran Child and Family Service - Philadelphia, PA
February 2016 to May 2016

Responsibilities

- Manage a caseload of truant cases
- Conduct home visits and school visits in order to monitor the targeted child's attendance and progress in school
- Conduct intake meetings and complete family service plans with the families
- Attend court at the regional and family court level.
- Document all interactions in DHS database and maintain files for each case.
- Communicate with families, CUA/DHS workers, and school counselors.

Case Manager

The Kintock Group - Philadelphia - Philadelphia, PA
June 2015 to February 2016

Responsibilities

- Manage a caseload of residents by instituting a program plan for each resident, monitor the residents' progress in implementing the plan, enforce program policies, meet contractual obligations, and report to supervisory staff, parole agents, and Department of Corrections.
- Responsible for interacting with the residents' family members and officials, and documenting each resident progress and maintain an updated file on each resident.
- Submit reports in accordance with other deadlines.

Skills Used

I utilized interpersonal skills and counseling skills.

Resident Assistant

Cheyney University Residence Life

May 2014 to May 2015

Responsibilities

- Assumed leadership roles within residential communities.
- Help maintain community behavior through procedures and policy enforcement.
- Develop relationships within our living learning communities.
- Provide peer support to residents.

Assistant Group Supervisor

Education Works

June 2014 to August 2014

Responsibilities

- Planned and implemented daily programs and activities.
- Actively engage students in academic and personal development programs.
- Supervised and directed children during on-site and off-site activities and trips.
- Ensure safety of children at all times.

Education

Bachelor's

Cheyney University of Pennsylvania

Certifications/Licenses

Department of Corrections Basic Training

September 2015 to Present

CPR/First Aid

September 2015 to September 2017